

STEVE WESTLY California State Controller

NEGOTIATION AGREEMENT COUNTYWIDE COST ALLOCATION PLAN

County of Calaveras San Andreas, California

Date:

October 3, 2003

Filing Ref:

CAL04

Pursuant to federal Office of Management and Budget (OMB) Circular A-87, the State Controller's Office formally approves the Countywide Cost Allocation Plan as described in Section I for use in the 2003-04 fiscal year. This approval is subject to the conditions contained in Section III.

Departmental indirect cost proposals should clearly identify those costs that have been distributed through Sections I and II of this agreement in accordance with the guidelines of the responsible grantor agency for that department. Further, data processing systems may be subject to grantor agency approval prior to the reimbursement of certain costs allocated, billed, or cost applied from the Data Processing Department.

SECTION I: COSTS DISTRIBUTED THROUGH COUNTYWIDE COST ALLOCATIONS

The indirect overhead and support service costs listed in **Schedule A** (attached) are formally approved as actual costs for the **2001-02** fiscal year and as estimated costs for the **2003-04** fiscal year on a "fixed with carry-forward" basis. These costs may be included as part of the costs of the county departments indicated effective **July 1, 2003**, for further allocation to federal grants and contracts performed by the respective county departments.

SECTION II: COSTS DISTRIBUTED THROUGH BILLING OR COST TRANSFER MECHANISMS

- 1. Employee Fringe Benefits
- 2. Auditor-Controller
- 3. Technology Services

- 4. Buildings & Grounds
- 5. County Counsel

In addition to Section I, which provides for services furnished but not billed, the services listed above are furnished and billed to state/local departments and agencies.

Direct charges from the above centers should be billed or cost applied in accordance with the procedures established by the county as described in its Countywide Cost Allocation Plan and may be included as part of the costs of the county departments indicated in Section I.

SECTION III: CONDITIONS

- A. LIMITATIONS: Use of the amounts contained in this Negotiation Agreement are subject to any statutory or administrative limitations and, when ultimately allocated to individual grants or contracts through the indirect cost proposals of each county department, are applicable only to the extent that funds are available. Acceptance of the amounts agreed to herein is predicated on the conditions: (1) that no costs other than those incurred by the county were included for distribution in its Countywide Cost Allocation Plan as finally accepted, and that such costs are legal obligations of the county and allowable under the governing cost principles, (2) that similar types of costs have been accorded consistent accounting treatment, and (3) that the information provided by the county that was used as the basis for acceptance of the amounts agreed to herein is not subsequently found to be materially incomplete or inaccurate.
- **B.** CHANGES: Fixed amounts contained in this Negotiation Agreement are based on the organizational structure and the accounting system in effect at the time the proposal was submitted. Significant changes in the organizational structure or changes in the method of accounting for costs that materially affect the amount of reimbursement resulting from use of the amounts in this Negotiation Agreement will require prior approval of the authorized representative of the responsible negotiation agency. Failure to obtain such approval may result in subsequent audit disallowances.
- C. FIXED AMOUNTS: The fixed amounts contained in Section I of this agreement are based on an estimate of the costs that will be incurred during the period to which the amounts apply. When the actual costs for this period are determined, any differences between the fixed costs used as an estimate and the actual costs will be considered in a subsequent agreement.
- **D. BILLED COSTS:** Charges for the services cited in Section II will be billed or cost applied in accordance with the procedures established by the county and recorded on the books of the cost center providing the service. Such charges will be based on the actual allowable costs, as

defined by OMB Circular A-87, incurred by the cost center responsible for providing the service. Any differences between the billed allowable costs and the actual allowable costs for a particular accounting period will be considered in a subsequent agreement.

E. NOTIFICATION TO STATE AND FEDERAL AGENCIES: Copies of this document will be provided to other state and federal agencies as a means of notifying them of this approval.

F. SPECIAL REMARKS: None.

SECTION IV: ACCEPTANCE	
COUNTY OF CALAVERAS	STEVE WESTLY CALIFORNIA STATE CONTROLLER
By Jones S. Churches	BY Michael J. Harry
Linda S. Churches, CPA	Michael J. Havey, Chief
Name	Bureau of Payments
Auditor-Controller	Division of Accounting and Reporting
Title October 15, 2003	10-17-03
Date	Date

Negotiated by Tillman Sherman Telephone (916) 322-9437

cc: State and Federal Agencies

Attachment

County of Calaveras
OMB A-87 COST ALLOCATION PLAN
Allocated Costs by Department

Summary page 1
Schedule A.001
Actual 01 2002

Central Svc	0270-MICROFILM		0050-ASSESSOR	0090-DUPLICATI	0100-ELECTIONS	0120-CNTY		0140-COMMUNITY	0180-SURVEYOR	0210-VICTIM/WI
Departments		OF SUPER				CONTRI		О		
BUILDING USE CHA	\$327	\$922	\$1,754		\$250				\$485	
EQUIPMENT USE CH	. 2,059	6,461	23,474		122				432	122
0150-INSURANCE		3,097	15,266		1,616				1,314	1,078
0020-CAO	6 '	13,581	7,104	131	1,921	269	. 180	646	950	869
0030-AUDITOR	173	3,556	8,777	1,129	5,046	692		853	1,171	1,136
0060-TREAS/TAX C	7	73	277		47				29	29
0070-TECH SVCs		2,541	36,398		10,895		13,775		2,369	3,607
0110-BLDGS/GRDS	4,253	20,950	22,651		3,060				5,293	1,067
0260-GRAND JURY	2	206	560	32	175	65	7	156	85	66
0080-CTY COUNSEL		48,661	5,635		5,293				1,793	
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Total Allocated	\$6,827	\$100,048	\$121,896	\$1,292	\$28,425	\$1,026	\$13,962	\$1,655	\$13,921	\$7,974
Roll Forward	1,208	7,824	(10,930)	(7,831)	(18,130)	12	13,933	(2,130)	(3,376)	(1,020)
Proposed costs	\$8,035	\$107,872	\$110,966	\$(6,539)	\$10,295	\$1,038	\$27,895	\$ (475)	\$10,545	\$6,954
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## County of Calaveras OMB A-87 COST ALLOCATION PLAN Allocated Costs by Department

Summary page 2
Schedule A.002
Actual 01 2002
(continued)

Central Svc	0220-WELFARE	0230-HOMICIDE 0250-MARIJUANA	0280-CNTY	0300-DIST	0310-PUB	0320-SHERIFF	0330-DISPATCH9	0340-JUV	0350-CNEU
Departments	FRA	TR S	CLERK	ATTNY	DEF			PROB	
			-						
BUILDING USE CHA	•		\$423	\$1,234	i i	\$8,646	\$1,071		
EQUIPMENT USE CH			199	2,950		204,701	37,556	72,788	
0150-INSURANCE	798	2,012	9,629	8,789	2,385	233,372	9,159	5,050	2,391
0020-CAO	501	506	1,904	5,297	977	29,322	6,686	2,998	1,584
0030-AUDITOR	234	2,056	1,237	4,760	2,340	42,581	5,339	7,834	1,358
0060-TREAS/TAX C	14	39	69	141		820	255	154	38
0070-TECH SVCs			2,471	18,972		181,698		2,775	
0110-BLDGS/GRDS			5,307	28,057		33,464	7,237	8,915	
0260-GRAND JURY	49	122	99	483	236	1,944	459	195	166
0080-CTY COUNSEL			6,062	11,610	4,696	7,854			
Total Allocated	\$1,596	\$4,735	\$27,400	\$82,293	\$10,634	\$744,402	\$67,762	\$100,709	\$5,537
Roll Forward	417	1,390	11,776	21,005	3,533	280,210	33,723	78,555	851
			****						
Proposed costs	\$2,013	\$6,125	\$39,176	\$103,298	\$14,167	\$1,024,612	\$101,485	\$179,264	\$6,388
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# County of Calaveras OMB A-87 COST ALLOCATION PLAN Allocated Costs by Department

Summary page 3
Schedule A.003
Actual 01 2002
(continued)

Central Svc	0360-MARINE	0370-JUV	0380-COUNTY			1760-FIRE			0440-RECORDER	0450~CORONER/P
Departments	SAFE	JUSTICE	JAIL	PROB	CORRECT		COMM			
BUILDING USE CHA			\$14,516	\$504			\$636	\$1,454	\$1,033	
EQUIPMENT USE CH			19,593	7,419		591	34,768	7,816	2,446	
0150-INSURANCE	4,751		55,430	6,419		105,706	10,949	37,185	15,390	811
0020-CAO	6,035		11,631	3,523	125	2,348	4,687	5,199	2,503	570
0030-AUDITOR	1,899	*	14,649	5,407	161	3,196	6,353	4,627	2,549	1,283
0060-TREAS/TAX C	41		309	115		27	117	150	84	14
0070-TECH SVCs	-			26,525		1,889	30,296	15,686	. 603	
0110-BLDGS/GRDS	5,052		44,589	3,410		12,007	18,574	8,968	7,578	
0260-GRAND JURY	139		894	232	30	476	370	317	244	66
0080-CTY COUNSEL							5,891	91,687	5,293	
	****	•								
Total Allocated	\$17,917		\$161,611	\$53,554	\$316	\$126,240	\$112,641	\$173,089	\$37,723	\$2,744
Roll Forward	2,600		35,296	6,440	(11)	(22,964)	44,374	72,329	18,208	871
Proposed costs	\$20,517		\$196,907	\$59,994	\$305	\$103,276	\$157,015	\$245,418	\$55,931	\$3,615
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# County of Calaveras OMB A-87 COST ALLOCATION PLAN Allocated Costs by Department

Summary page 4
Schedule A.004
Actual 01 2002
(continued)

Central Svc Departments	0460-CONSTABLE	0470-O.E.S.	0480-ANIMAL CTRL			1260-HEALTH	1270-MENT HEALTH		0550-ON SITE SEW	1890-RECYCLING
BUILDING USE CHA		\$1,154	\$1,594				•		\$15	
EQUIPMENT USE CH	I	1,089	14,764		•	947	856		2,048	12,738
0150-INSURANCE		1,538	10,261	594	169	19,140	21,766	222	2,364	12,730
0020-CAO		5,754	2,173	175	327	8,656	9,275	2,182	2,176	980
0030-AUDITOR		4,505	5,509	1,107	573	12,105	17,560	8,022	1,736	3,758
0060-TREAS/TAX (	2	38	76		32	204	275		47	2,.55
0070-TECH SVCs			11,075			33,850	28,571			1,658
0110-BLDGS/GRDS		10,291	2,552			7,895	8,964			
0260-GRAND JURY	,	63	146	42	7	807	682	527	<b>164</b>	237
0080-CTY COUNSEL	ı	1,622	5,976		513	4,269	7,854			
				**		*********				
Total Allocated		\$26,054	\$54,126	\$1,918	\$1,621	\$87,873	\$95,803	\$10,953	\$8,550	\$19,371
Roll Forward		7,490	19,877	1,000	(9,430)	23,025	8,224	(2,193)	901	3,173
Proposed costs		\$33,544	\$74,003	\$2,918	\$(7,809)	\$110,898	\$104,027	\$8,760	\$9,451	\$22,544
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## County of Calaveras OMB A-87 COST ALLOCATION PLAN Allocated Costs by Department

Schedule A.005
Actual 01 2002
(continued)

Central Svc Departments	0570-ENV HEALTH		0590-CARE OF CRT	1280-C.H.&	1320-ALC/DRUG	0650-LIBRARY	0660-LITERACY	0670-FARM ADV	0680-MUSEUM	0760-PW ROAD
BUILDING USE CHA		\$1,030				\$1,025		\$477	\$768	\$5,555
EQUIPMENT USE CH	664	49,111		690	458	13,094		183	326	795
0150-INSURANCE	4,323	35,060		348	11,011	7,476	709	1,890		146,805
0020-CAO	2,712	6,137		1,466	5,354	6,080		2,377	78	38,079
0030-AUDITOR	3,239	11,544	323	1,913	5,581	14,546	2,416	3,032	980	44,169
0060-TREAS/TAX C	87	224		18	158	242	29	46		886
0070-TECH SVCs	16,324	26,374			20,863	33,943		10,302	× .	39,749
0110-BLDGS/GRDS	7,994	13,220		<i>.</i>	14,784	22,418		5,207	26,252	24,748
0260-GRAND JURY	239	541		65	480	313		104	19	4,698
0080-CTY COUNSEL	8,963	15,538			598	3,330				24,928
Total Allocated	\$44,545	\$158,779	\$323	\$4,500	\$59,287	\$102,467	\$3,154	\$23,618	\$28,423	\$330,412
Roll Forward	9,849	61,060	(187)	1,517	(8,432)	3,215	(241)	5,090	3,276	(14)
		***************************************			**-*					
Proposed costs	\$54,394	\$219,839	\$136	\$6,017	\$50,855	\$105,682	\$2,913	\$28,708	\$31,699	\$330,398

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County of Calaveras

OMB A-87 COST ALLOCATION PLAN
Allocated Costs by Department

Summary page 6
Schedule A.006

'Actual 01 2002 (continued)

Central Svc Departments	0960-CALWORKS	0970-CALWRK 1560- ASST &	FISH GAME	1660-AIRPORT	1900-SOLID WASTE	1910-SEPTAGE 1490-STORES/PU	1500-COMMUNICA	1510-GAS & OIL	
BUILDING USE CHA	·				\$284				
EQUIPMENT USE CH	3,454		591		7,549				7,754
0150-INSURANCE	41,732				17,583				847
0020-CAO	36,485		91	21,626	8,793	3	227	196	299
0030-AUDITOR	130,979		149	1,671	4,395				1,156
0060-TREAS/TAX C	978				189				14
0070-TECH SVCs	7,106				7,040				1,975
0110-BLDGS/GRDS	(7,175)			7,022	2,891		•		•
0260-GRAND JURY	2,670		4	114	1,018	1	55	47	
0080-CTY COUNSEL	22,282				2,476	•			171
Total Allocated	\$238,511	\$	335	\$30,433	\$52,218	\$4	\$282	\$243	\$12,216
Roll Forward	15,509	•	146	4,351	9,116	(31)	(831)	41	5,410
Proposed costs	\$254,020	\$1,3	281	\$34,784	\$61,334	\$ (27)	. \$ (549)	\$284	\$17,626
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# County of Calaveras OMB A-87 COST ALLOCATION PLAN Allocated Costs by Department

Summary page 7
Schedule A.007
Actual 01 2002

(continued)

Central Svc	1300-CHILD	2440-CPPA	ОТН	2010-ALTA	2020-ARNOLD	2030-MOKEL	2040-MURPHY	2050-SAN	2060~VALLEY	2070-W
Departments	SYS		COUNTY					ANDR		POINT
									ė.	
BUILDING USE CHA									•	
EQUIPMENT USE CH										
0150-INSURANCE	2,621	•								
0020-CAO	558									
0030-AUDITOR	1,278	1,337					276	427	276	
0060-TREAS/TAX C	80									
0070-TECH SVCs			138,158				•			
0110-BLDGS/GRDS										•
0260-GRAND JURY	135						•			
0080-CTY COUNSEL	171						•			
					•					
Total Allocated	\$4,843	\$1,337	\$138,158				\$276	\$427	\$276	
Roll Forward	906	466	135,223		(131)	(120)	52	142	(3,992)	
									(3,332)	
Proposed costs	\$5,749	\$1,803	\$273,381		\$(131)	\$(120)	\$328	* \$569	\$(3,716)	
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DMG/NGCS II
09/26/2003

Summary page 8
Schedule A.008
Actual 01 2002

(continued)

Central Svc 2090-CSA 2100-CSA 2110-CSA 2111-CSA 2112-CSA 2120-CSA 2140-CSA 2180-CSA 2181-CSD 2182-CSD Departments 10 9 11 1 12 2 4 8 1 2

BUILDING USE CHA				
EQUIPMENT USE CH				
0150-INSURANCE				
0020-CAO				
0030-AUDITOR				265
0060-TREAS/TAX C				
0070-TECH SVCs				
0110-BLDGS/GRDS				
0260-GRAND JURY		•	•	
0080-CTY COUNSEL	•			
Total Allocated				\$265
Roll Forward				248
Proposed costs				\$513

## County of Calaveras OMB A-87 COST ALLOCATION PLAN Allocated Costs by Department

Schedule A.009
Actual 01 2002
(continued)

Central Svc Departments	2183-CSD	2188-CSD #8-SADD	2200-RRF FIRE		2210-A/M FIRE		•			2260-M RANCE
						•				
BUILDING USE CHA								•		
EQUIPMENT USE CH										
0150-INSURANCE							167			
0020-CAO							598			
0030-AUDITOR				10,700	2,354	231	8,069	2,700	4,829	
0060-TREAS/TAX C							64	•		
0070-TECH SVCs										•
0110-BLDGS/GRDS				٠				•		
0260-GRAND JURY										
0080-CTY COUNSEL				*					1,622	
Total Allocated	•		•	\$10,700	\$2,354	\$231	\$8,898	\$2,700	\$6,451	
Roll Forward .		(723)	(87)	6,527	758	136	3,154	1,089	1,833	
Proposed costs		\$ (723)	\$ (87)	\$17,227	\$3,112	\$367	\$12,052	\$3,789	\$8,284	
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## County of Calaveras OMB A-87 COST ALLOCATION PLAN Allocated Costs by Department

Schedule A.010 Actual 01 2002 (continued)

Central Svc	2270-SAN	2280-W	2290-EBBETS	2310-ALTAVILLE	2320-COP	2330-MH	2340-MUR	2350-RRF	2360-SAN	2370-TREAT
Departments	ANDR	POINT			CEM	CEM	CEM	CEM	AND	
					•					
BUILDING USE CHA										
EQUIPMENT USE CH			·							
0150-INSURANCE		83		167	•		167	83	. 167	
0020-CAO		299		598			598	299	598	
0030-AUDITOR	4,622	3,363	10,581	1,256	101	463	1,182	403	1,109	
0060-TREAS/TAX C				25		•	31	14	29	
0070-TECH SVCs								•		•
0110-BLDGS/GRDS										
0260-GRAND JURY										
0080-CTY COUNSEL		1,537	342							
							****			
Total Allocated	\$4,622	\$5,282	\$10,923	\$2,046	\$101	\$463	\$1,978	\$799	\$1,903	
Roll Forward	1,781	192	1,944	363	85	285	495	147	508	
										,
Proposed costs	\$6,403	\$5,474	\$12,867	\$2,409	\$186	\$748	\$2,473	\$946	\$2,411	

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DMG/NGCS	Ι	Ι
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Schedule A.011
Actual 01 2002

(continued)

Central Svc Departments	2380-VAL CEM	·	2410-CALA P.U.	2420-UNION PUB	2430-VALLEY SPR	2520-MH SAN	2530-MUR SAN	2540-SAN SAN	2550-VALLEY SAN	2610-ANGELS VETS	
BUILDING USE CHA											
0150-INSURANCE									4	83	
0020-CAO										299	
0030-AUDITOR	687	(18)								1,745	
0060-TREAS/TAX C			,								
0070-TECH SVCs		•									
0110-BLDGS/GRDS											•
0260-GRAND JURY											
0080-CTY COUNSEL			171				2,134				
						÷-					
Total Allocated	\$687	\$ (18)	\$171				\$2,134			\$2,127	
Roll Forward	620	(439)	(190)				(1,600)		•	(8,370)	
Proposed costs	\$1,307	\$ (457)	\$(19)				\$534	,		\$(6,243)	
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## County of Calaveras OMB A-87 COST ALLOCATION PLAN Allocated Costs by Department

Schedule A.012 Actual 01 2002 (continued)

Central Svc Departments	2620-EBBETS VETS	2630-JL VETS	2640-MH VETS	2650-SA VETS	2660-WP VETS	2710-CTY WATER	2720-M TWAIN HOS	2730-SA REC & PK	3000-M TWAIN SCH	3100-BRET HART S
BUILDING USE CHA										
EQUIPMENT USE CH										
0150-INSURANCE	167	83					•			
0020-CAO .	598	1,794								
0030-AUDITOR	1,376	(55)	1,604		(19)			(39)		
0060-TREAS/TAX C										
0070-TECH SVCs										
0110-BLDGS/GRDS					ů.					
0260-GRAND JURY				•						
0080-CTY COUNSEL	85	939	598				•	513		
Total Allocated	\$2,226	\$2,761	\$2,202		\$(19)			\$474		
Roll Forward	(4,244)	(2,886)	(656)	(58)	(13)	30		17		
Proposed costs	\$(2,018)	\$(125)	\$1,546	\$ (58)	\$ (32)	\$30		\$491		
•	********			=========	==========			*****		•

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Schedule A.013

Actual 01 2002 (continued)

Central Svc Departments	3200-CALAV UNIF	3240-BLD FUND	3250-ADULT ED	3260-FACILITY	3270 SPEC RES	3290-CSUD P&REC	3300-VALLEC SCH	3390-VUSD P&REC	9910-CTY SCH SVS	ALL OTHER
BUILDING USE CHA										\$3,531
EQUIPMENT USE CH										96,435
0150-INSURANCE	•									25,252
0020-CAO	•									60,314
0030-AUDITOR										103,801
0060-TREAS/TAX C										649
0070-TECH SVCs										(11,884)
0110-BLDGS/GRDS										15,692
0260-GRAND JURY										190
0080-CTY COUNSEL										34,398
Total Allocated					٠					\$328,378
Roll Forward										(179,437)
Proposed costs										\$148,941

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Summary page 14
Schedule A.014
Actual 01 2002
(continued)

Central Svc	Subtotal	Direct Billed	Unallocated	Total
			•	
BUILDING USE CHA	\$48,688			\$48,688
EQUIPMENT USE CH	637,043			637,043
0150-INSURANCE	885,475			885,475
0020-CAO	340,307		216,727	557,034
0030-AUDITOR	576,268	1,127	119,573	696,968
0060-TREAS/TAX C	7,284		158,969	166,253
0070-TECH SVCs	715,604	62,120	(141,657)	636,067
0110-BLDGS/GRDS	403,187	94,780	(41,055)	456,912
0260-GRAND JURY	21,243		36,253	57,496
0080-CTY COUNSEL	335,505	63,195		398,700
Total Allocated	\$3,970,604	\$221,222	\$348,810	\$4,540,636
Roll Forward	683,429			683,429
Proposed costs	\$4,654,033	\$221,222	\$348,810	\$5,224,065
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